

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA, ICMA-CM  
Town Administrator

**RE:** Weekly Report

**DATE:** February 14, 2023



---

The following report from town departments provides an update for the Board of Selectmen on the various programs, initiatives, projects, and upcoming events.

### Department of Public Works

**Fleet:** EQ23 2009 John Deere 772GP grader perform PM-B service change oil and filters changed. Install engine coolant heater. Install trickle charger for batteries. TRK15 2020 RAM 5500 replaced solenoid for sander unit. Checked out check engine on issue and top off coolant system. Torqued wheels. 15-R-2 2019 H.M.E. Mini-EVO firetruck performed PM-B service. Replaced fuel and air filters. Checked for p/s leak. TRK11 2016 F350 replaced auger drive chain and checked for a jamming issue. TRK1 2019 RAM 3500 repaired wiring to plow controls and swap out module. Worked on sander issue. Contacted Cirius controls for information. Replaced bad connector for sander spinner motor. TRK24 2009 Freightliner 916A3 dump truck replaced front wing lift cable and replaced rear wing quick connects due to leaking oil. CAR221 2021 FORD Police Interceptor perform PM-B service. 15-C-1 2017 Ford Explorer performed PM-B service. TRK7 20120 Western Star 4700SF repair plow headlight wiring. TRK4 2023 RAM3500 repaired wiring for the plow and sander control. Torqued wheels. TRK10 2021 Western Star4700SF checked out wiper issue, replaced wiper blades and repaired airline to controls. Dropped off cruiser to Police Department. Went to training seminar in Concord on trouble shooting electrical systems.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 3 containers of construction and demolition = 18 tons

The brush pile was burned, 84 Freon containing units had the gas extracted from the appliance and the Freon recovered appliance was recycled in the scrap metal. Car counts Monday 235, Tuesday 275, Friday 238, Saturday 228, Sunday 220 total 1196 residents served.

### Public Safety

#### **Moultonborough Police Department: 02/06/23 – 02/12/23**

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	228	230	1%	1448	1304	-10%

<b>Calls for Service</b>	<b>148</b>	<b>131</b>	<b>-13%</b>	<b>759</b>	<b>773</b>	<b>2%</b>
<b>Arrests</b>	<b>0</b>	<b>4</b>	<b>100%</b>	<b>16</b>	<b>11</b>	<b>50%</b>
<b>MV Accidents</b>	<b>2</b>	<b>3</b>	<b>33%</b>	<b>19</b>	<b>15</b>	<b>-21%</b>
<b>MV Stops</b>	<b>1</b>	<b>19</b>	<b>94%</b>	<b>180</b>	<b>65</b>	<b>-64%</b>
<b>Offense Reports Taken</b>	<b>1</b>	<b>0</b>	<b>-100%</b>	<b>16</b>	<b>13</b>	<b>-19%</b>

### Calls For Service Breakdown 02/06/23 – 02/12/23

<b>Activity</b>	<b>This Week</b>	<b>Activity</b>	<b>This Week</b>
911 Hang Up	0	Good Morning Program	5
Abandoned MV	0	Grand Jury	0
Admin Services	6	Gunshot Report	0
Assist Fire/EMS	5	IEA	0
Alarm Commercial		Juvenile Matter	1
Alarm Residential		MV Complaint	4
Animal Complaint	4	MV Unlock	0
Assist Citizen	19	Noise Complaint	1
Assist Motorist	2	Police Info	4
Assist Other Agency	10	Pistol Permit	0
BOLO	0	Found/Lost Property	2
CAC Interview	0	Parking Complaint	1
Business Check	0	Paperwork Service	1
House Check	0	Relay	0
Unsecured Premises	0	Repossession	0
Civil Matter	0	Road Hazard	0
Community Policing	0	ERO/TRO/RO Service	0
Complaint	0	Scam Attempt	0
Court	0	School Zone	0
Civil Standby	1	SO Registration	0
Death Investigation	0	Suspicious Activity	2
Directed Patrol	1	TO Violation	0
Disabled M/V	0	Training	0
Dog Complaint	0	VIN Verification	0
Domestic Disturbance	2	Vehicle Off Road	0
Fingerprinting	0	Warrant Service	0
Fire Permits	0	Warrant Check	0
Follow Up	6	Welfare Check	1

**Moultonborough Fire Department:** For the period of 02/06/2023 to 02/12/2023, there were sixteen calls for service: There was: 1 Building fire, 7 EMS incidents, 1 Water evacuation, 2 Public service assistances, 1 Assist the physically disabled, 1 No incident found upon arrival at

dispatched address, 1 Authorized controlled burning, 1 Hazardous materials investigation with no Haz-Mat found, 1 Alarm system activation, no fire, unintentional. **Total YTD 2023 Incidents: 115.** **Automatic Aid:** received four times from Center Harbor and five times from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents:** 4. **Year to Date:** 21. **Percentage of Call Volume:** 21%. Overlapping incidents are where two or more incidents are occurring simultaneously.

### **Staffing**

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	2.2 firefighters.
Average Night	1.0 firefighters
Weekend	3.0 firefighters

### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time	06:53 mins/sec.
Average Night	11:30 mins/sec.
Weekend	10:42 mins/sec.

**Operations: 2/6** Chief Bengtson participated again in an online TEAMs meeting with a committee of fellow Directors of the Lakes Region Mutual Fire Aid communications center to assess modifications to the community assessment formula. The Committee will survey other communications centers serving similar fire dispatching center in the state, in the region and in the country. The committee will be making a recommendation to the LRMFA Board of Directors on March 23rd for a draft formula that is more equitable to all member communities.

The Department conducted training with the UTV and snowmobile at the Waste Management Facility. The UTV has been outfitted with tracks for winter operations. Personnel practiced unloading and loading of the UTV, towing the snowbulance and snowmobile operations. The fire department has already used the UTV with the tracks on to transport a patient from a snowmobile accident off the Corridor 15 trail.

**2/7** The Day shift installed a Supra box at a Paradise Drive residence.

**2/9** Monthly Department meeting with the Call firefighting staff.

**2/11** The Fire Department collaborated with Marine Solutions on making an ice safety video. Tim McDonald of Marine Solutions appeared with firefighter Dave Houghton to review what someone should do if they fall through the ice and then Mr. McDonald went into the water and demonstrated techniques for self-rescue with firefighter Adam Gravelle standing by in a rescue suit.

**COVID-19 Status Report:** The New Hampshire Department of Health and Human Services COVID-19 Dashboards located at <https://www.covid19.nh.gov/> indicate that as of 2/9/2023, Moultonborough currently is shown as having between 1-4 new cases in the last 14-days and has had a cumulative total of 854 cases. 20.6 % of the Town's population has contracted COVID-19 virus. 74.3% of the Town's population have completed the Primary Series. 45.5% have received a booster shot.

**Vaccinations and Testing:** Information on vaccinations can be found at <https://www.vaccines.nh.gov/?vaccinated> and testing guidance can be found at <https://www.covid19.nh.gov/resources/testing-guidance>

If you have any questions, call 2-1-1 to access the New Hampshire Department of Health and Human Services COVID-19 hotline.

New Hampshire currently 67.8% of the population has completed the Primary series vaccinations.

**Burning Permits:** Property owners are not required to obtain fire permits when the ground is covered by snow. RSA 125-N:4 prohibits the residential open burning of combustible domestic waste. " Combustible domestic waste " means combustible waste such as, but not limited to, household trash, packaging materials, plastics, coated or laminated papers, rubber, painted, or treated wood, coated, or treated cardboard, oily rags, and animal, vegetable, and kitchen waste. The term does not include untreated wood, leaves, brush, or paper products generated at a residence.

New Category 1 & 2 fire permits are required for 2023. Fire Permits for 2023 may be obtained at the Public Safety Building from 8a.m. to 5p.m. Monday through Friday or online at <https://nh.burnsafeamerica.com/>.

### **Moultonborough Recreation Department**

Moultonborough Recreation Department's (MRD) boys and girls 4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup> grade youth basketball athletes competed in the Carroll County Basketball Tournament over the weekend. Participating towns included Moultonborough, Madison, Conway, North Conway, Ossipee, Wakefield and Bartlett. MRD hosted the girl's division at MA. The facility was perfect the tournament accommodating over 150 people, players, and spectators, throughout the day. Both of Moultonborough's teams were among the youngest to participate. While neither won the championship, Moultonborough's boys and girls battled hard and each played three games. They had fun, improved their skills, and represented Moultonborough well. Thank you to MA's Freshman class for selling concessions throughout the long tournament day. Many thanks and congratulations to all the teams who participated in the tournament and the basketball season.

MRD free Winter Concert Series concludes this week. Wednesday, February 15<sup>th</sup> concert will feature Another Story with Felicia Steriti, performing pop rock hits from the 70's thru today. Many songs by popular artists such as Fleetwood Mac, Bonnie Raitt, and The Pretenders. The concert will take place at the Moultonborough Academy auditorium, 6:00-7:30pm. Many thanks to the awesome local talent who took the stage and chased our winter blues away! Call MRD for more info 603/476-8868. Call MRD for more info 603/476-8868.

MRD is pleased to offer Adult Billiards & Games Nights. Beginning on Tuesday, February 21, join us at Moultonborough Recreation Department (10 Holland Street) 6-8pm for poker, cribbage, air hockey, billiards/pool, skeeball, foosball and more. Have a favorite card game or board game? Bring it along! This is a "drop in" activity – no registration needed and no charge. Call MRD for more info 603/476-8868.

MRD is offering our annual father daughter dance. On Friday March 10 we will host the Sham-Rockin' Father Daughter Semi-Formal Dance, 6:00-7:30pm at the Moultonborough Function Hall. Girls in Grades K-5 and their father (or father figure stand in) are invited to join us for dancing, dessert bar, photos and fun. An evening of precious moments and lasting memories. Pre-registration is required. Sign up online or in the Recreation office by March 8. Call MRD for more info 603/476-8868

MRD is offering a trip to Boston's TD Garden on Saturday March 25 to see the Boston Bruins take on the Tampa Bay Lightning. The town bus will depart Moultonborough Recreation Department at 9:30am – game time is 1:00pm. We will return to Moultonborough right after the game. Pre-registration is required, and space is limited. Sign up online thru the Recreation Department website or at the Recreation office. Call MRD for more information 603/476-8868

MRD is actively seeking to hire After School Counselors for our Beyond the Bell program as well as our summer camp program, swim instructors and lifeguards. Call MRD for more information 603/476-8868 or see our listings on Indeed.

Updates: Teen Games Nights conclude on February 23. Session 3 of Beyond the Bell, MRD's after school program continues this week. Logistics and planning continue for the Memorial Day Parade and Remembrance Ceremony. Logistics and planning are ongoing for spring and summer programming and events.

Drop-in Mah Jong continues Wednesdays @ 10am at the Recreation department at 10 Holland Street. This is a drop-in group, no registration required and no fee. Please bring your set if you have one. Call MRD for more info 603/476-8868.

As always, your Moultonborough Recreation staff is hard at work designing and planning programs for people of all ages. See our website at [www.moultonboroughnh.gov](http://www.moultonboroughnh.gov) for information on MRD activities or call us at 603/476-8868. Check our Facebook page for cancelations or updates regarding our events and programs. The Moultonborough Recreation Department is located at 10 Holland St., Moultonborough.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, February 16, 2023, at 4:00 pm
  - Thursday, February 23, 2023 (work session if needed)
  - Thursday, March 2, 2023, at 4:00 pm
  - Thursday, March 16, 2023, at 4:00 pm
- Holiday Closure:
  - Monday, February 20, 2023 in observance of Presidents Day
- Open Positions: The Town is currently seeking applicants for the following open positions:
  - Police Lieutenant
  - Full-Time Police Officer (s)
  - DPW Laborer / Truck Driver

- Part-time Transfer Station Attendant
- Part-time Park Ranger/Enforcement Officer
- Public Works Seasonal Laborers
- Part-time Code Enforcement Officer – Land Use Office
- Part-time Building Clerk – Land Use Office